

M e m o r a n d u m

Date: July 15, 2010

To: Telecommunications Section
Attention: Captain J. Whiteford

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of Inspector General

File No.: 010.13424.A07146.010

Subject: 2010 REMOTE SITE PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Telecommunications Section of departmental owned telecommunications equipment located at the Point Sur Lighthouse remote site could not be verified. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that departmental inventory records are complete and accurate, a remote site containing state owned property assigned to your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of property assigned to your command and located at the Point Sur Lighthouse remote site was completed by the Property Inspector (PI) on May 26, 2010. The PI verified there was no departmental equipment located at this site. Per the California Office of the State Chief Information Office (OCIO) radio technician (formerly Department of General Services); this site is no longer used by OCIO for California Highway Patrol (CHP) radio communication.

Using property records from the appropriate Office(s) of Primary Interest (OPI), no property was found under the general inventory control (Attachment B) or telecommunications equipment (Attachment C).

As a result of this property inspection, no further follow-up is necessary on your part, and no discrepancies were noted (Attachment A).

In accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

Safety, Service, and Security

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The Office of Inspector General would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.



E. SANCHEZ, Captain
Interim Inspector General

Attachments

cc: Office of Assistant Commissioner, Staff
Information Management Division
Office of Inspector General, Audits Unit

ATTACHMENT A

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ATTACHMENT B

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ATTACHMENT C

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